



WORLD ACADEMY

Code of Conduct

Academic Honesty Policy

Students of A+ World Academy are held to a high standard of personal integrity and are expected to act as such. Academic dishonesty such as cheating on assessments, falsifying data, copying homework or other assignments, and plagiarism will not be tolerated. If a student is found to have acted dishonorably, the student will receive a zero for the assignment, his/her guardians will be informed of the violation, and have a required meeting with the Dean of School. If violations become a recurrent problem and the student, despite support and being provided with solutions, still does not choose to align their behavior to the honor code, then the student will receive additional consequences with the possibility of expulsion.

If a student observes another violating the honor code, it is expected that the student that observed the action confronts the violating student over their decision and gives the violating student the opportunity to take the honorable action of admitting his/her error of judgment to the respective crewmember.

Honor Code

A+ World Academy students are honorable, truth seeking, and always strive to do what is right no matter the difficulty. They respect the property of others, intellectual and physical. They do not steal. They do not lie nor intend deceit. If they err and violate the code, they show great integrity in admitting their mistake and accepting all consequences. They understand that the journey is just as important as the destination, and will work to reach all destinations as persons of honor.

Assessment Policies

Entrance Assessment

When students are accepted into A+ World Academy they will be required to participate in an placement assessment which will help academic advisors place them into the appropriate courses. These assessments will be conducted in Reading and Mathematics, which are the two areas we find need the most differentiation across cultures.

Course Assessments

Each course has assessments built into to the curriculum. In the English department, students are assessed through quizzes and timed hand-written essay tests. Students in AP English Literature take chapter quizzes and timed essay tests on sample AP prompts given out on the CollegeBoard website. In the Social Studies department, students are assessed through unit quizzes and AP practice essays. In Mathematics students are assessed through chapter tests, a midterm, and a final exam or a pre- and post- test. Students in AP are assessed through weekly AP practice tests. In Science, students in AP participate in weekly AP practice or unit assessments. Students in honors classes are assessed through unit tests or through labs using their data as documentation. In World Languages, students are assessed through a unit quiz, course exams or summative project.

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Assessment Retake Policy

All students are given up to two opportunities to retake assessments. If a student desires to retake an assessment, the student must notify the teacher within 24hrs of the returned grade. The student and teacher then decide upon a date that is within one week of the received grade to retake the assessment. After receiving the grade of the first retake, then the before policy applies to the final retake.

According to the teacher's discretion, the following options are available for retakes:

- The student has the opportunity to solve any missed questions on the assessment for half credit.
- A new assessment is designed by the teacher that identifies whether or not the student now has a competent understanding of the learning objectives.
- The entire class has the opportunity to retake an assessment if the class collectively has an average below a 60%.

If a student has failed an assessment (below a 60%), then it is mandatory for the student to retake the assessment. It is also mandatory for said student to attend all EI sessions with the appropriate teacher until the student has proven mastery of the material through the assessment retake.

Missing Assignment Policy

If a student has a missing assignment, it is mandatory for that student to attend all EI sessions with the appropriate teacher until the missing assignment has been completed.

If a student has more than three overall missing assignments, across all subjects, after a two academic week grace period, then the student is required to meet with the dean to develop an intervention plan, the student's guardians are notified and the student faces possible consequences, including, but not limited to, loss of shore leave.

Summative Assessments

A+ World Academy uses summative assessments at the end of the year to determine if students have mastered the course objectives throughout the course. Students in each AP class are registered to take the CollegeBoard AP exams at the International School of the Hague in April. Students in honors classes take an end of course exam or post-test at the same time in order to determine their mastery of the subject area. These exam scores are used to evaluate our program and to help teachers evaluate their instruction throughout the year.

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Attendance Policy for Absences & Tardiness

Life onboard Sørlandet is unique, offering its students multiple challenges including time management. Students are faced with many calls upon their time beyond that of academics including day watch, night watch, and galley duty. If a student is late or misses a class due to one of the previously mentioned watch duties or for a medical reason, it is their responsibility to notify the teacher and to make up any work that was missed.

Attendance in class is imperative to student learning and academic success. If a student is choosing to not attend class or is not making it a point to arrive punctually, they are missing out on important instruction and development time. It also reveals a lack of personal responsibility and respect towards themselves and the teacher which needs to be addressed. The following is the policy concerning unexcused tardiness and absences:

Both policies are applied overall, to the entirety of a student's classes. They are not individually dependent on subjects or teachers.

Tardiness –

1st - 2nd: verbal warning from the teacher

3rd: teacher writes and submits a formal Behavioral Incident Report to the Dean

4th: Behavioral Incident Report and student meets with the dean

5th: Behavioral Incident Report, meeting with the dean, parents are notified

6th: For each tardy beyond the fifth, a Behavioral Incident Report is written and the amount tardy is multiplied to twice that amount of time taken from shore leave (e.g., 10 minutes late to class results in 20 minutes less of shore leave).

Absences–

1st: verbal warning from the teacher

2nd: teacher writes and submits a formal behavioral incident report to the dean

3rd: Behavioral Incident Report, and student meeting with the dean

4th: Behavioral Incident Report, meeting with the dean, parents are notified

6th: For each tardy beyond the fifth, a Behavioral Incident Report is written and the amount tardy is multiplied to twice that amount of time taken from shore leave (e.g., If a one-hour class is skipped there is a two-hour loss of shore leave). Additionally, the student is also not allowed to leave for

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shore leave until all work that was missed due to skipping class has been made up. If absences continue beyond the fifth, the student will be placed on a Behavior Contract that can result in the student being expelled from the program.

Loss of Shore Leave

If a student has lost shore leave due to behavioral reasons, they will be assigned a Watch Duty for that period spent onboard and are responsible for assisting the crew with any maintenance or other tasks required of them. It is not a period for watching movies or napping. If a student is caught not adhering to the guidelines of loss of shore leave, then additional consequences will be administered.

Student Accountability

Accounting for the students' whereabouts is extremely important as safety is A+ World Academy's number one priority. In order to ensure the accountability of all students, every morning, at sea and at port, student accountability is taken at colors. Due to the structured nature of the school as well, smaller accountabilities are taken throughout the day and night due to class and watch attendance. Every hour class attendance is taken, and every two hours watch attendance is taken. If there is ever any doubt as to location of a student, an emergency muster is held to determine the location of the student and to make sure that no other students are missing.

When students are on shore leave while in port, they have an end of shore leave muster at a time determined for that port based off of the relative safety concerns. All students, at a minimum, have the phone number of the dean, ship, and their watch leader programed into their phones, with WhatsApp being commonly used to communicate while in port. If there are ever any difficulties, students are to call/text the school to receive assistance. They are also to contact the school if they are going to be late to a muster due to an unforeseen issue.

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In-School suspension/Loss of Leisure Time/Loss of Shore Leave

- Repeated refusal to make best efforts to succeed in class, in watch group, or during field studies programs.
- Repeated or flagrant disregard for warnings, including those verbally or in writing, about violations of behavior, expectation, or corrections.
- Intolerance regarding gender, race, religion, beliefs, customs, ideas or sexuality.
- Bullying or physical violence- A+ World Academy does not tolerate bullying. Bullying is defined as the repeated use by one or more students of a written, verbal, or electronic expression or a physical act or gesture or any combination thereof, directed at a target that does any of the following:
 - Causes physical or emotional harm to the targeted student or damage to the targeted student's property.
 - Places the targeted student in reasonable fear of harm to himself or herself or of damage to his or her property.
 - Creates a hostile environment at school for the targeted student or others.
 - Infringes on the human or civil rights of the targeted student at school.
 - Materially and substantially disrupts the educational process or the orderly operation of the school.
- Administrative offenses in any country being visited such as littering, jay walking, etc.
- Committing a socially or culturally inappropriate or distasteful act, such as using offensive language, refusing to wear clothing appropriate to the dominant culture or sacred location.
- Breaking shipboard rules that ensure the safety and the preservation of the Ship, such as failure to stow belongings or tardiness to watch duties or colors
- Smoking or chew/snusing without parental permission
- Failure to wear the appropriate safety gear and footwear as directed by any member of staff or crew
- Failure to adhere to gender restrictions governing access to accommodation
- Failure to adhere to operating shipboard rules, including all Ship's duties and uniform rules
- Engagement in non-sanctioned activities including but not limited to the use of motorized vehicles, hang gliding, hot air ballooning, scuba diving and similar.
- Any other act deemed by the Head of School or the Ship's Captain to be detrimental to the smooth running of the School or Ship

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“Out of School” Suspension

- The direct or indirect involvement in the use, sale, purchase, distribution or consumption of alcohol in countries where the student is of legal age to drink in that country.
- Any willful act that result in the defacement, damage, destruction of the program or the Ship.
- Theft of property or endangerment of people.
- Sexual harassment- any unwelcome sexual advance, request for sexual favors or any verbal, physical or suggestive misconduct of a sexual nature or unwelcomed nature. This type of behavior may be between students or between a student and any adult. This type of harassment may include but is not limited to the following (see **Sexual Misconduct Policy** for a more comprehensive list):
 - Unwelcome, offensive, or unnecessary touching.
 - Spreading false rumors or accusations of a sexual nature.
 - Repeatedly asking or pressuring someone for sexual activity or coerced sexual relations.
 - Making suggestive or explicit sexual comments about a person’s anatomy, behavior, or clothing.
 - Engaging in unwanted or sexually suggestive messages, either verbal, non-verbal, or electronic.
 - Displaying sexually offensive materials or wearing offensive articles of clothing.
 - Inappropriate personal questions.
- Repeated violations and/or extreme variations of other acts disruptive to the smooth running of the School and the Ship.
- Failure to comply to shore leave in groups of four or more in port, or breaking curfew.

Expulsion

Non-disclosure:

Any non-disclosure regarding the student’s academic, social, emotional, medical, behavioral or psychological well-being could result in the Head of School exercising his/her right to require a student to leave the School. In other words, if a student has had previous difficulty in school(s) but does not tell A+ World Academy about those issues prior to admission, then the student can be expelled without due diligence or warning. There will be no refund of fees or any other costs following an expulsion. Parents agree to facilitate the immediate return of the student to their place of residence in case of expulsion.

Felony Crimes:

- The direct or indirect involvement in the use, sale, distribution or consumption of illegal stimulants or drugs, marijuana, CBD, or non-authorized use of prescription drugs or alcohol.
- The possession of lethal weapons, explosives (including fireworks) or any other hazardous materials that have or could have endangered the safety of individuals or the Ship.
- Committing or being charged with a criminal offence.

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Proceedings and appeals

- **Minor violations:** The Faculty (in School matters), or the Captain (in ship related cases) are given the authority to make decisions in cases of minor violations as described in section above.
- **Out of School suspension:** The Head of School has the authority to make decisions in cases which can lead to “out of School” suspension for up to three weeks.
- **Expulsion:** The Head of School and the Chairman of the Board of Directors have together the authority to make decisions in cases which can lead to “out of School” suspension for more than three weeks or exclusion.
- **Expulsion/Removal:** Parents may be required, during or at the end of a term, to remove the student temporarily or permanently from the School if, after consultation with a parent, the Head of School is of the opinion that the student is unable to profit from the educational opportunities offered. The School shall not refund any of the fees, and the undersigned shall be liable for the cost of the return of the student to his/her home as well as outstanding extras which will be payable in full.
- **Appeals:** Should the parent or student wish to appeal the School’s decision to remove a student from its program, the family may appeal to the Appeals Committee. The Appeals Committee shall consist of the Chairman of the Board of A+ World Academy, the Head of School of A+ World Academy and a parent representative designated by the appellant. The Committee shall only review the following:
 - i. Whether the cause of removal was factual and determined to be true.
 - ii. Whether the appellant or its representative has signed and accepted the present agreement.
 - iii. Whether there are any mitigating circumstances or consequences that were or are unknown to the School and/or to the appellant.

The ruling of the Committee shall, by majority vote and in all cases, be final.

Note: Regional or national statutes, acts, regulations or laws shall not be relied upon for any appeal. The School’s rules reflect its unique platform and geography by giving the stability and safety of all members of the School community precedence over individual rights. For instance, if marijuana is legal in a port it does not therefore give the student the right or ability to consume marijuana. The stated rules in this cod of conduct apply in all states and countries regardless of their local laws; however, if local law is more restrictive than these codes, then the student must obey whichever is most restrictive.

Access: a student who has been withdrawn, excluded, suspended or removed from the School has no right to enter School premises without a prior written arrangement with the Head of School.

Student signature: _____

Parent/Guardian signature(s) _____

Date: _____